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U.S. Bureau of Marine Inspection and Navigation

Notice to shipowners, supervising and local...

Washington

1936

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U. S. DEPARTMENT OF COMMERCE
DANIEL C. ROPER, Secretary
BUREAU OF MARINE INSPECTION AND NAVIGATION
JOSEPH B. WEAVER, Director

NOTICE TO SHIPOWNERS, SUPERVISING AND LOCAL INSPECTORS, SHIPPING COMMISSIONERS COLLECTORS OF CUSTOMS, MASTERS, AND SEAMEN

AND

RULES AND REGULATIONS FOR ISSUANCE OF THE CERTIFICATES OF SERVICE AND EFFICIENCY AND OF CONTINUOUS DISCHARGE BOOKS

DECEMBER 26, 1936

308
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Box 424

UNITED STATES
GOVERNMENT PRINTING OFFICE
WASHINGTON : 1936

NOTICE TO SHIPOWNERS, SUPERVISING AND LOCAL INSPECTORS, SHIPPING COMMISSIONERS, COLLECTORS OF CUSTOMS, MASTERS, AND SEAMEN; AND RULES AND REGULATIONS FOR ISSUANCE OF THE CERTIFICATES OF SERVICE AND EFFICIENCY, AND OF CONTINUOUS DISCHARGE BOOKS

FOREWORD

That all interested may have a clear and correct understanding of Public, No. 808, 74th Congress, an act approved June 25, 1936, amending section 13 of the act of March 4, 1915, to promote the welfare of American seamen in the merchant marine of the United States; to abolish arrest and imprisonment as a penalty for desertion and to secure the abrogation of treaty provisions in relation thereto; and to promote safety at sea; to maintain discipline on shipboard; and for other purposes, the following statement is prepared.

This act is designed primarily to improve conditions aboard ship and to give protection to the seagoing personnel who may be entitled to this protection by reason of their years of service, proficiency, and expertness in their profession. Much of the legislation passed heretofore has not given this protection, and, as result, it has been possible for a man without the necessary qualifications to receive the same advantages as the thoroughly qualified man.

This new law, among other things, establishes: (1) The three-watch system and the 8-hour basic day on merchant vessels of the United States of more than 100 tons gross excepting those navigating rivers, harbors, lakes (other than Great Lakes), bays, sounds, bayous, and canals, exclusively; (2) the monthly inspection of crew quarters by the Bureau of Marine Inspection and Navigation; (3) the Americanization of our crews on our vessels, requiring 75 percent of the crew below the grade of licensed officers to be full American citizens; and (4) the new system of certificates and examinations for all seagoing personnel.

This law provides for the cancellation of all existing lifeboatman and able seaman certificates, because it is common knowledge that these certificates are oftentimes sold as well as counterfeited, and consequently are in numerous cases in the possession of those to whom they were not issued. The law provides for a new series of certificates. The section with reference to these certificates becomes effective December 25, 1936, provided that if it is found impracticable by the Department of Commerce to furnish such certificates upon that date, the Secretary of Commerce may, in his discretion, extend the effective date for a period not exceeding 3 months. This new certificate, which will carry a photograph of the seaman, is of such nature that it will be difficult for anyone improperly to present or to possess such a certificate. Incident to the issuance of these new certificates, a more intelligent examination is contemplated, so that the certificate will actually mean what its name implies—a certificate to the efficiency of the holder.

All men now rightfully holding certificates as lifeboat men and able seamen will be exempt from further examinations if the

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local inspectors are satisfied that the applicants (from the statements submitted by them in their affidavits and application, or other evidence) are qualified as lifeboat men or able seamen, as the case may be, and are the rightful holders of the certificates presented for exchange for the new form certificates.

This act requires further that every member of the crew below the rank of licensed officer shall be in possession of such certificate of service before being eligible to ship on an American vessel of 100 gross tons and over. Such a certificate is also required for the engine room force above the rating of wiper and coal passer; and, by the act of June 22, 1936 (Public 765–49 Stat., p. 1889), for "Tankermen"—those especially trained in handling dangerous cargoes. For all other members of the crew a certificate of service is required, on which will be endorsed the rating or occupation for which that particular man is qualified.

Coincident with the issuance of these certificates, there will be furnished to every seagoing man below the rank of master, a so-called Continuous Discharge Book, which is merely a Continuous Service Record Book, the sole purpose of which is to give a complete record in substantial book form, with a photograph of the holder, of every voyage the holder has made and the position which the holder has had on the voyage in question. The law is plain that *no notations are permitted to be made in this book in regard to character, efficiency, or ability of the holder of the book.* This book contains, in addition to the seaman's identification, only the record of the *voyages* that the seaman has made and his *position* on these voyages. This book is practically a Government passport, identifying our sea-going citizens. These Continuous Discharge Books will take the place of the numerous discharge slips and provide for: (1) identification of the individual; (2) the ships upon which he has served; (3) the trades in which he has been employed; and (4) the length of such service. The book will contain nothing which could in any manner be construed as detrimental to the individual. There is nothing whatsoever in the book concerning the ability or character of the holder. This record book provides a safeguard against irresponsible elements slipping in through misidentification and taking the jobs of men who follow the sea as a calling, and its use will be a protection and a benefit to all steady, industrious, and ambitious seamen.

Centralized records will be kept in the Bureau at Washington and any seaman may, upon application, receive his complete record, if for any purpose it is necessary.

The oath which the seaman takes when he is issued his certificate is the same as that taken by licensed officers, and has been in force for the last 65 years. Furthermore, this certificate cannot be revoked or suspended until after hearings and trial before a proper board have shown such revocation or suspension to be justified in fact, in the same manner as in the case of a licensed officer. The use of this oath will work to the benefit of the seaman in the same manner as it has for the officers.

J. B. WEAVER, *Director.*

By virtue of the authority prescribed by sections 1 and 7 of the act of June 25, 1936 (Public Law No. 808, 74th Congress, 49 Stat.,

p. 1930), the following rules and regulations are prescribed for the carrying out of the provisions of section 1 of the foregoing act of June 25, 1936, amending section 13 of the Seamen's Act of March 4, 1915 (38 Stat., p. 1169), and section 3 of the said act amending section 4551 R. S., relative to the issuance of certificates of service to able seaman, certificates of efficiency to lifeboat man, certificates of service to qualified member of the engine department, certificates of service to persons other than able seamen and qualified members of the engine department, and continuous discharge books:

Sec. 1.—GENERAL

(*a*) An applicant for any of the above certificates, or for a continuous discharge book shall make written application, in duplicate, on Form 719–b, furnished by the Department of Commerce. The placing of finger or thumb prints on the application shall be optional with the seaman. This application may be for as many certificates or ratings for which the seaman believes he is qualified. In the case of a seaman applying for his first certificate, the application shall include a request for a continuous discharge book.

(*b*) An applicant for a certificate of service for a rating other than as able seaman or qualified member of the engine department shall take oath before one of the local inspectors that he will faithfully and honestly perform all the duties required of him by law and carry out all lawful orders of his superior officers on shipboard.

(*c*) Every person employed on any merchant vessel of the United States of 100 tons gross and upward, except those navigating rivers exclusively and the smaller inland lakes, below the rank of licensed officer, shall have a certificate of service issued by a board of local inspectors.

(*d*) When the application is submitted for a continuous discharge book and one certificate of service, the seaman shall furnish four (4) unmounted photographs (1½x2 inches) taken within 1 year. The photograph shall show the full face at least 1 inch in height, and shall show the bare head.

(*e*) When the application is for a certificate of service only, three (3) such photographs shall be furnished. When additional certificates are requested, one (1) additional photograph is required for each additional certificate.

(*f*) The applicant shall produce with his application, discharges or affidavits as documentary evidence of his service, indicating the names of the vessels on which he has had service, in what capacity, and on what waters.

(*g*) All existing certificates of service as able seaman or certificates of efficiency as lifeboat man shall be surrendered, effective December 26, 1936, or at such later date as may be fixed by the Secretary of Commerce, as authorized by the act.

(*h*) All applications for certificates of service or efficiency shall be presented by the applicant in person to a board of local inspectors.

(*i*) If the applicant possesses a continuous discharge book, it shall be exhibited to the board.

(*j*) Applications in the form hereto attached will be furnished to applicants for certificates of service and efficiency and continuous discharge books. (Form 719–b follows:)

Form 719–B

Book No. .....

.....
(Name of seaman) (print only)

THE UNITED STATES OF AMERICA
DEPARTMENT OF COMMERCE
BUREAU OF MARINE INSPECTION AND NAVIGATION
SHIPPING SECTION

Application for Seaman's | **Continuous Discharge Book** (☐)
Certificate of Efficiency as Lifeboat Man (☐)
Certificate of Service as ..... (☐)

(Ocean, Great Lakes and Inland Waters, Coastwise, Rivers, and Harbors)
(APPLICATION TO BE MADE OUT IN DUPLICATE)

Number and street .....

City or town .....

State, Territory, or D. C. .....

To the Director, Bureau of Marine Inspection and Navigation,
U. S. Local Inspectors or U. S. Shipping Commissioner,
(or such designated authority)

Port of .....

Sir:

I hereby apply for a Seaman's | Continuous Discharge Book (☐)
Certificate of Efficiency as Lifeboat Man (☐)
Certificate of Service as ..... (☐)

On the following sheets I have submitted a statement of my previous sea service, birth, nationality, and other data necessary for proper identification, and I hereby certify that said statement is true and correct.

Applicant's signature .....
(First, middle, and last name in full)

OATH

I hereby solemnly swear or affirm that I will faithfully and honestly perform all duties required of me by law and carry out the lawful orders of my superior officers on shipboard.

Applicant's signature .....
(First, middle, and last name in full)

Subscribed to before me by the above-named applicant this ..... day of ....., 19.....,

at ..... county of ..... and State (Territory or District)

of .....

.....

.....

.....
(Signature and official title of officer)

[OFFICIAL SEAL]

(This oath must be administered by the issuing officer)

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STATEMENT OF SERVICE

Record of service must be certified by official discharges or letters from masters or such other authority deemed reliable for the past 3 years, if possible

Name of Vessel	Nationality of Vessel	Service and Type of Vessel*	Gross Tonnage	Rating of Seaman	Date of Shipment	Date of Discharge	Master's Name

Total Sea Service .....

*Use abbreviations as follows:

Motorships	"MS"	Coast Guard vessels	"CG"	Smaller lakes	"SL"
Steamships	"SS"	Decked fishing vessels	"DF"	Bays	"B"
Barge	"Brg"	High seas and inland waters	"HS&IW"	Sounds	"S"
Dredge	"Drg"	Great Lakes and inland waters	"GL&IW"		
Naval vessels	"N"	Great Lakes	"GL"		

If more space is needed for Statement of Service the record may be stated on an additional sheet

23—11717

Name of seaman .....
(Print first, middle, and last name) (Do not write or use initials)

Born ..... at ..... (Month) (Day) (Year) (City) (County) (State)

If a naturalized citizen, state place and date naturalization papers were issued, together with file number .....

If not naturalized and declaration of intention has been filed, state place, date, and file number of intention papers .....

If an alien, state place and date of payment of head tax .....

Seaman's Protection Certificate ..... (Place and date of issue) Sex ..... Color .....

Name, relationship, and address of next of kin .....

Permanent address of seaman .....

I am now holding the following certificates: (Itemize all licenses, showing grade, and certificates such as able seaman, lifeboat man, etc., giving date, place, and number of issue of each)

.....

.....

.....

APPLICANT WILL NOT WRITE IN THIS SPACE

1. Continuous Discharge Book No. .....
2. Certificate of Efficiency as Lifeboat Man No. .....
3. Certificate of Service as Able Seaman No. .....
4. Certificate of Service as Certified Member of Engine Department No. .....
5. Certificate of Service as .....
6. Certificate of Service as .....
7. Certificate of Service as .....
8. Certificate as Tankerman .....

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PHOTOGRAPH

Applicant to affix his signature partly across photograph.

Whoever receives or has in his possession with intent to unlawfully use, or uses or exhibits, a certificate to which he is not lawfully entitled, or alters, changes, counterfeits, mutilates, or makes any false entry in, or erasure from, any such certificate, or makes any false statement in any blank form thereof, or aids or abets the perpetration of any of the above, shall be liable to a fine of not more than $5,000, or imprisonment for not more than 5 years, or both.

Port of ..... Date ....., 19.....

I, ..., hereby acknowledge receipt of book No. .....

Certificate of Efficiency as Lifeboat Man ..... No. .....

Certificate of Service as ..... No. .....

I have read and fully understand the law and penalties for selling, illegal possession and other misuses of the same, and the duties and responsibilities in connection therewith.

.....
(Seaman's signature)

I HEREBY CERTIFY that I have examined the above-named applicant and he has satisfied me as to the truth of his statements. I have accordingly issued him book No. .....

Certificate of Efficiency as Lifeboat Man ..... No. .....,

Certificate of Service as ..... No. .....,

.....
(Signature and official title)

FINGER PRINTS
(Left hand)

FINGER PRINTS
(Right hand)

U.S. GOVERNMENT PRINTING OFFICE 16-42172

Sec. 2.—CONTINUOUS DISCHARGE BOOKS

[Sec. 3, act of June 25, 1936, amending Sec. 4551, R. S.]

(*a*) Every seaman employed on any merchant vessel of the United States of 100 gross tons or over (except vessels employed exclusively in trade on the navigable rivers of the United States) shall be issued a continuous discharge book upon application therefor, which shall be retained by him. This book will bear a number, and this same number shall be shown on all certificates of service or efficiency issued to the holder of the book. The term "navigable rivers" shall be held to include all waters over which a vessel inspected and certificated under the General Rules and Regulations prescribed by the Board of Supervising Inspectors for "Rivers" is permitted to be navigated.

(*b*) The shipping commissioner or collector or deputy collector of customs, at ports where no shipping commissioner has been appointed, shall fill in the information required in the continuous discharge book, which information shall be taken from the application, Form 719–B, and shall include the name of the seaman in full, his date of birth, personal description, statement of nationality, home address, and grade and number of licenses or certificates held. He shall also attach the seaman's photograph in the size and style herein required, impressing his official seal partly over same, and witness the seaman's signature. Care must be taken that the above information is correctly entered.

(*c*) Every seaman, as referred to in subsection (*a*) of this section, shall produce a continuous discharge book to the U. S. Shipping Commissioner before signing Articles of Agreement, and where the seamen are not signed on before a shipping commissioner the continuous discharge book shall be produced to the master of the vessel at the time of his employment, as follows: As to vessels engaged in foreign and intercoastal voyages, 6 months after the enactment of the act, and as to all other vessels within 1 year after the enactment of the act. When a seaman has lost his book and has made application for a duplicate book, he may produce a Temporary Certificate of Discharge, Form 719–A, in lieu thereof.

(*d*) Only black ink shall be used in making entries in continuous discharge books.

Sec. 3.—ABLE SEAMAN

[Sec. 1 (a) act June 25, 1936, amending sec. 13, act March 4, 1915]

An applicant for a certificate of service as able seaman shall be at least 19 years of age and meet the following service requirements:

(*a*) Three years' service on deck at sea or on the Great Lakes on vessels of 100 gross tons or over to which sec. 1 (*a*) of the act of June 25, 1936, amending sec. 13 of the act of March 4, 1915, applies, including decked fishing vessels and vessels in the United States Government service of such tonnage. (Green Certificate—Any Waters.)

(*b*) Graduates of school ships approved by and conducted under rules of the Secretary of Commerce who have served 12 months at sea following graduation. (Green Certificate—Any Waters.)

(*c*) Twelve months on deck of such vessels at sea or on the Great Lakes (Blue Certificate—Any Waters—holders of certificates under

this provision being limited to one-fourth of the number required by law to be employed on a vessel).

(*d*) Eighteen months' service on deck at sea or on the Great Lakes, smaller lakes, bays, or sounds on vessels of 100 gross tons or over to which sec. 1 (*a*) of the act of June 25, 1936, amending sec. 13 of the act of March 4, 1915, applies, including decked fishing vessels and vessels in United States Government service of such tonnage. (Blue Certificate—When used on the high seas, holders of certificates under this provision being limited to one-fourth of the number required by law to be employed on a vessel.)

(*e*) No candidate for certificate of service as able seaman shall be examined until he presents an official certificate of a physician of the United States Public Health Service that his eyesight, hearing and physical condition are such that he can perform the duties required of an able seaman, and that his color sense is normal.

(*f*) Before such a certificate is issued to any applicant, he shall prove to the satisfaction of the board of local inspectors, both by oral examination and by actual demonstration, that he has been trained in all the operations connected with the launching of lifeboats and life rafts, and the use of oars; that he is acquainted with the practical handling of the boats themselves; and, further, that he is capable of taking command of a boat's crew. If convenient to board and applicant, written examination may be given in lieu of oral examination.

(*g*) The examination shall consist of questions regarding lifeboats and life rafts, the names of their essential parts, and a description of the required equipment; the clearing away, swinging out, and lowering of boats and rafts, the handling of boats under oars, including questions relative to the proper handling of a boat in running before a heavy sea, in pulling into a sea, etc.; the construction and functions of gravity, radial, and quadrantal types of davits. There shall also be included questions concerning the applicant's knowledge of nautical terms; boxing the compass, either by degrees or points according to his experience; running lights, passing signals, fog signals for vessels on high seas, in inland waters, or on the Great Lakes depending upon the waters on which the applicant has had service; distress signals; knowledge of commands in handling the wheel by obeying orders passed to him as "wheelsman", and knowledge of the use of engine room telegraph or bell-pull signals.

(*h*) In the actual demonstration, the applicant shall show his ability by taking command of a boat and directing the operation of clearing away, swinging out, lowering the boat into the water, and acting as coxswain in charge of the boat under oars. He shall demonstrate his ability to row by actually pulling an oar in the boat. He shall also demonstrate knowledge of a few of the principal knots, bends, splices, and hitches in common use by actually making them.

(*i*) All existing certificates of service as able seaman shall be surrendered, effective December 26, 1936, or at such later date as may be fixed by the Secretary of Commerce, as authorized by the act, and the above regulations for the issuance of certificates of service as able seaman, when affecting a person surrendering a bona fide certificate

and applying for a new certificate in lieu thereof, shall be modified in the following respect:

No physical examination shall be required unless the applicant in the opinion of the local inspectors obviously suffers physical defects appearing to render him incapable of performing such duties; and no further examination shall be required if the local inspectors are satisfied—from the statements submitted by him in his affidavit and application, or from other evidence—that the applicant is qualified as an able seaman. The local inspectors shall also satisfy themselves that the applicant surrendering the certificate is the bona fide holder thereof before issuing a new certificate.

Sec. 4.—LIFEBOAT MAN

[Sec. 1 (*d*) act June 25, 1936, amending sec. 13, act March 4, 1915]

(*a*) An applicant for a certificate of efficiency as lifeboat man shall have the qualifications and satisfactorily pass the examination prescribed by the existing rules and regulations of the Board of Supervising Inspectors. The certificates shall be issued to successful applicants by the local inspectors.

(*b*) All existing certificates of efficiency as lifeboat man shall be surrendered, effective December 26, 1936, or at such later date as may be fixed by the Secretary of Commerce, as authorized by the act, and a new certificate will be issued in lieu thereof, upon application therefor. No further examination shall be required if the local inspectors are satisfied—from the statements submitted by him in his affidavit and application, or from other evidence—that the applicant is qualified as a lifeboat man. The local inspectors shall also satisfy themselves that the applicant surrendering the certificate is the bona fide holder thereof before issuing a new certificate.

Sec. 5.—QUALIFIED MEMBER OF THE ENGINE DEPARTMENT

[Sec. 1 (*e*) act of June 25, 1936, amending sec. 13, act of March 4, 1915]

(*a*) A qualified member of the engine department is any person below the rating of licensed officer and above the rating of coal passer, or wiper, who holds a certificate of service as such qualified member of the engine department issued by a board of local inspectors of the Bureau of Marine Inspection and Navigation. An applicant for a certificate of service as qualified member of the engine department shall have had at least 6 months' service at sea in the engine department of a vessel required to have certificated men and shall produce satisfactory documentary evidence of such service.

(*b*) No candidate for a certificate of service as a qualified member of the engine department shall be examined until he presents a certificate of a physician of the United States Public Health Service, or reputable physician acceptable to the local inspectors, attesting that his eyesight, hearing, and physical condition are such that he can perform the duties required of a qualified member of the engine department.

(*c*) Before such a certificate is issued to any applicant, he shall prove to the satisfaction of the board of local inspectors by an oral examination that he is trained in the duties required by his certificate. If

convenient to board and applicant, written examination may be given in lieu of oral examination.

(*d*) Examinations shall consist of the following:

Fireman.—Applicant shall be examined on boiler operation, especially on oil burning systems and the hazards due to the accumulation of oil in the furnaces or bilges, or on fire room floors and tank tops. He shall have a good working knowledge of the use of water feeding devices, water indicators, pressure gages, safety valves, etc.

Oiler.—Applicant shall be given an examination on the operation of propelling units and lubricating systems and shall have a knowledge of the use of telegraphic or other maneuvering signals, also of the operation of auxiliaries.

Water tender.—The applicant shall be required to pass an examination on pumps, heaters, injectors, or other methods of feeding; also on burners and other equipment connected with fuel systems. He shall also be examined as to the maintenance of a safe water level in the boilers, the piping and connections used in the feed and blow-off systems, and the hazards incurred from low water. He shall also have a thorough knowledge of the engine and fire room fire-fighting equipment.

Deck engineer.—The applicant shall be examined as to his knowledge of auxiliary machinery, such as winches, anchor windlasses, steering gear, etc., also telemotors and fire extinguishing apparatus for cargo holds and confined spaces on deck.

Refrigerating engineer.—Applicant shall be examined as to his knowledge of the principles of refrigeration, the operation and maintenance of refrigerating machinery, and the hazards which prevail in the use of certain refrigerants, also as to his knowledge of how to act in any emergency, such as the accidental release of the refrigerant into the refrigerating space.

(*e*) An applicant holding a certificate of service for a particular rating as qualified member of the engine department and desiring certification for another rating covered by this same form of certificate, may, upon qualifying therefor, have endorsement made on the back of his certificate covering such certification.

(*f*) Personnel employed in the engine department of vessels covered by sec. 1 (*e*) of the act of June 25, 1936, amending sec. 13 of the act of March 4, 1915, and having the required sea service of 6 months on the effective date of these regulations need pass only the oral examination provided herein. No physical examination shall be required unless the applicant, in the opinion of the local inspectors, obviously suffers physical defects appearing to render him incapable of performing such duties.

Sec. 6.—CERTIFICATES OF SERVICE FOR RATINGS OTHER THAN ABLE SEAMAN OR QUALIFIED MEMBER OF THE ENGINE DEPARTMENT

[Sec. 1 (*g*) act June 25, 1936, amending sec. 13 act March 4, 1915]

(*a*) Certificates of service shall be issued to applicants for ratings other than able seamen or qualified members of the engine department, which certificates shall authorize the holders thereof to serve in the capacity specified therein. The applicant, however, shall produce satisfactory evidence to the local inspectors of his ability to perform the duties of the position for which he desires to be certificated.

(*b*) An applicant for a certificate of service as radio operator shall produce to the local inspectors his unexpired license to act in that capacity from the Federal Communications Commission.

(*c*) No examination will be required for such certificates of service except that applicants for ratings contemplating the handling of food, shall produce a certificate from a physician of the U. S. Public Health Service, or reputable physician acceptable to the local inspectors, stating that he is free from communicable disease.

(*d*) An applicant for a certificate of service as deck boy shall produce a certificate from a physician of the U. S. Public Health Service, or reputable physician acceptable to the local inspectors, that he is qualified physically.

(*e*) No holder of a certificate of service as a deck boy may receive a certificate of service as ordinary seaman until he shall have had an aggregate of 6 months' service as deck boy.

(*f*) An applicant holding a certificate of service for a rating other than able seaman, or qualified member of the engine department, and desiring certification for another rating covered by this same form of certificate may have endorsement made on the back of his certificate covering such certification, without examination; except that, if the endorsement is for a rating contemplating the handling of food, the applicant shall produce a certificate from a physician of the U. S. Public Health Service, or reputable physician acceptable to the local inspectors, stating that he is free from communicable disease.

Sec. 7.—RULES FOR PREPARATION AND ISSUE OF CERTIFICATES OF SERVICE AND EFFICIENCY

(*a*) Upon application of any person for a certificate of service or efficiency, it shall be the duty of the board of local inspectors to give the applicant the required examination as soon as practicable in every case where an examination is required.

(*b*) Upon satisfactory completion of the prescribed examination, the board of local inspectors shall prepare an original of each certificate which shall be delivered to the applicant. The board shall complete one stub record to be forwarded to the Bureau in Washington, together with the original copy of the completed application. Another stub record shall be completed and retained in the local office.

(*c*) Before delivery of the original certificate, the inspectors shall place one of the photographs in the proper position upon the certificate, and the seaman shall affix his signature partly over his photograph on the certificate in such manner as not to deface or obscure any of the features, and shall likewise affix his signature to each of the stubs. The seaman may at his option impress his left thumb print on the back of the certificate and upon each of the stubs. When the seaman has no left thumb, the imprint of the right thumb may be used and that fact noted.

(*d*) Each certificate shall be impressed with the seal of the issuing board, placed partially over the signature and photograph of the applicant. Each member of the issuing board shall affix his signa-

ture. The name of the issuing port, date of issue, and other pertinent information required to be shown on the certificate, including the proper discharge book number, shall be properly entered.

(*e*) Any applicant for a certificate of service or of efficiency who has been duly examined and refused by a board of local inspectors will not be permitted to make application for reexamination until 30 days have elapsed.

(*f*) A certificate of service or of efficiency is subject to suspension or revocation if the holder thereof is found guilty of any act of incompetency or misconduct or any act in violation of the provisions of Title 52 of the Revised Statutes or of any of the regulations issued thereunder. Such suspension or revocation shall be in accordance with the provisions of 4450 R. S., as amended.

(*g*) If an applicant has had a certificate revoked and is seeking a new one, the local inspectors shall, before issuing a new certificate, forward to the Bureau a full report with reference thereto.

(*h*) Any person whose certificate of service or of efficiency has been stolen, lost, or destroyed, shall report that fact to a board of local inspectors as soon as possible, and if a duplicate certificate is desired, shall make affidavit in duplicate on Form 719–e, furnishing the same number of photographs as provided for in the case of an application for an original certificate. The board of local inspectors shall forthwith transmit the original copy of the affidavit and two photographs to the Director of the Bureau of Marine Inspection and Navigation, who shall thereupon cause to be prepared a certificate which shall be similar to the former certificate, bear the same book number as the former certificate, and be marked "duplicate". The certificate shall then be forwarded to the proper board of local inspectors, who shall issue the duplicate certificate in the same manner as an original.

(*i*) Whenever a certificate of service or of efficiency is reported to a board of local inspectors as having been stolen, lost, or destroyed, the local inspectors shall immediately report the fact by letter to the Director of the Bureau of Marine Inspection and Navigation, giving all the facts incident to its loss or destruction. By the same procedure, they shall report the recovery of any certificate of service or of efficiency, together with all facts incident to its recovery, and shall forward the recovered certificate to the Director of the Bureau of Marine Inspection and Navigation. The Bulletin published monthly by the Bureau shall contain information of reported loss, theft, revocation, or suspension of certificates.

Sec. 8.—RULES AND REGULATIONS COVERING DISCHARGE OF SEAMEN

(*a*) Upon the discharge of any seaman and payment of his wages, the shipping commissioner, or collector or deputy collector of customs, at ports where no shipping commissioner has been appointed, shall enter in the continuous discharge book the name, class, and official number of the vessel; the nature of the voyage; the date and place of shipment and of discharge of such seaman; and the rating then held by the seaman. Whenever a seaman is discharged in any collection district, where no shipping commissioner has been appointed, or other officer designated to act as such, the master of the vessel

shall perform the duties of the shipping commissioner and shall make the proper entries in the continuous discharge book. In cases where the law does not require the seaman to be shipped and discharged before a shipping commissioner, the master of the vessel shall make the required entries in the continuous discharge book. All entries shall be made in black ink.

(*b*) Upon the discharge of any seaman in a foreign port the master shall make the proper entries in the continuous discharge book and on the ship's articles, and such entries shall be attested to by the consular officer. If the seaman has lost his continuous discharge book, the master shall furnish him with a temporary certificate of discharge (Form 719–a), attested to by the consular officer and note this fact on the articles.

(*c*) If a seaman loses his continuous discharge book by shipwreck or other casualty, he will be furnished with a duplicate book free of charge, upon application to a shipping commissioner or collector or deputy collector of customs at ports where no shipping commissioner has been appointed. In other cases of loss, a charge shall be made for a duplicate book in an amount equivalent to the cost thereof.

(*d*) The application for such duplicate book shall be made in the form of an affidavit on Form 719–e and three (3) photographs furnished. The shipping commissioner, or collector or deputy collector of customs, shall transmit the original copy of the affidavit and two (2) photographs to the Director of the Bureau of Marine Inspection and Navigation, who shall thereupon cause to be prepared a continuous discharge book, bearing the same number as the former book, and marked "duplicate." The book shall then be forwarded to the proper shipping commissioner or collector or deputy collector of customs, who shall issue the duplicate book in the same manner as an original.

(*e*) Whenever a continuous discharge book is reported to a shipping commissioner or collector of customs as having been stolen, lost, or destroyed, the shipping commissioner or collector of customs shall immediately report the fact by letter to the Director of the Bureau of Marine Inspection and Navigation, giving all the facts incident to its loss or destruction. By the same procedure, he shall report the recovery of a continuous discharge book with all the facts incident to its recovery, and shall forward the recovered book to the Director of the Bureau of Marine Inspection and Navigation.

(*f*) Pending the issuance of a duplicate book, the shipping commissioner, or collector or deputy collector of customs, at ports where no shipping commissioner has been appointed, may furnish the seaman with a temporary certificate of discharge (Form 719–A) at the completion of the voyage, and this fact shall be noted on the articles. When the duplicate book has been issued, the record of shipment and discharge as shown on the temporary discharge will be entered in the book, and the temporary discharge shall be surrendered to the issuing officer.

(*g*) To facilitate the keeping of a complete record of the entries made in the continuous discharge books, the Shipping Articles have been revised to include the following items: On the front of the agreement the following information has been added: Name of ship; official number; port of registry; date of registry; registered tons; gross and net; horse power of engines; name and address of the

registered managing owner or operator; number of seamen and apprentices for which accommodations are certified; and class of ship.

(*h*) Columns have been added to the articles under "Particulars of engagement" for entering the continuous discharge book number and serial number of license or certificate of service; and under "Particulars of discharge", columns have been added to show the place, date, and cause of leaving ship, or of death, also a column for mutual release.

(*i*) On the back of the Shipping Articles the following have been added:

A certification to the effect that such entries as are authorized by section 3 of the act of June 25, 1936, to be made in the continuous discharge books agree with those made on the articles, to be signed by the U. S. Shipping Commissioner or other officer duly authorized to act as such.

A table showing citizenship requirements.

A recapitulation for showing the percentage of Americans on the articles and a certification as to the correctness of same to be signed by the U. S. Shipping Commissioner or other officer duly authorized to act as such.

A summary to show the different nationalities of the crew, segregated by departments.

Extracts from the laws for the information of masters.

(*j*) In the future, Shipping Articles shall be made out in triplicate. One of the copies shall be retained by the shipping commissioner, and the original and a copy given to the master who shall enter therein any changes made in the crew during the voyage. In case of the paying off of any members of the crew during the voyage, they shall be required to sign the mutual release on both the original and the duplicate of the articles whether discharged before a shipping commissioner in an American port or before an American Consul in a foreign port. At the completion of the voyage, when the crew is paid off, the mutual release on both the original and the duplicate of the articles must be signed by all members of the crew; and the original copy, which must contain a complete record of the entries made in all continuous discharge books, shall be forwarded to the Bureau at Washington. The duplicate copy shall be retained by the shipping commissioner.

(*k*) All columns on the Shipping Articles shall be properly filled in and the certifications on the back properly signed. All entries made in the continuous discharge books shall be shown on the ship's articles.

(*l*) Every seaman shall be required, when signing articles, to produce his continuous discharge book or temporary certificate of discharge, as well as his license or certificate of service, in order that the serial numbers may be entered on the articles.

The foregoing supersedes any rules and regulations heretofore issued conflicting herewith.

Approved December 22, 1936.

DANIEL C. ROPER,
Secretary of Commerce.

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NSA #24926

END OF
TITLE